

Corrective Action Plan – (An Example of how to present the changes the clinic will make)

Date of Monitoring Visit	Insert the Date to which this Corrective Action Plan refers.
MT WIC State Plan Standard	Insert the reference to the policy/procedure that was found to be out of compliance.
Summary of Deficiencies Noted	Provide a brief description of the issues that were found by the monitoring team that describe the scope of the problem.
Problem Analysis	Discuss why the problem exists.
Plan	<p>Describe an approach (training, procedure change, etc.) that will be implemented to address the causes of the problem as discussed above.</p> <p>What is the specific goal of the plan? The plan should include:</p> <ul style="list-style-type: none"><li>• Action Steps</li><li>• Timelines</li><li>• Responsible Parties</li></ul>

Comments: